

Approved For Release 2000/08/15 : CIA-RDP80-00308A000100030013-1 72-354

Executive Registry

72-4953/1

11 SEP 1972

MEMORANDUM FOR: Executive Director-Comptroller

THROUGH : *[Signature]* Deputy Director of Support 14 SEP 1972

SUBJECT : Third Running of the Senior Seminar

1. In accordance with your decision of 7 July 1972, we propose running the third Senior Seminar from 21 January through 23 March 1973. This period covers 44 working days, approximately the same as allotted to the first and second Senior Seminars.

2. There is attached a planning model for the third Seminar which lays out an overall schedule and organization of material. This model generally follows the pattern of earlier Seminars except for a "New Methodologies" block of five days which would cover applications of new techniques and ADP to intelligence and management. The separate block on covert action conducted in the first two Seminars has been merged in this model with Agency intelligence activities in a block titled, "The Business of CIA." The first block, "The Senior Officer as Manager," will again emphasize management skills appropriate to our more senior people and the last block, "Management of Intelligence in a Period of Change," will cover case studies drawn from actual Agency experience, as well as perspectives on management by Agency officers in a variety of positions.

3. As we have discussed, an increase in the number of Seminar participants from 20 to 25 or 30 would present several problems. The first concerns


first week of the Seminar will again be conducted, can handle no more than 20 Seminar members. The Senior Seminar area in this building, including the main conference room, Seminar members' study carrels, and the lounge area, was designed to accommodate a group of 20. The original planning envisaged a group small enough to create an informal atmosphere, encourage maximum participation by members, and facilitate an easy exchange of views within the group and with visitors. The facilities question could, of course, be resolved by some juggling and/or reconfiguration. While some overcrowding and discomfort might result, the greater problem in my judgment is the effect a larger number of participants would have on the quality of the program by reducing members' participation and making the milieu more formal. Therefore, I strongly urge that the number of participants continue to be limited to 20.

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4. There is attached a memorandum prepared for your signature to the Deputies which announces a third running of the Seminar and sets out a schedule for nomination of participants. I recommend that you sign and issue the proposed announcement.


HUGH T. CUNNINGHAM
Director of Training

STATINTL

Atts: A/S

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DRAFT - 8/29/72

SENIOR SEMINAR THREE PLANNING MODEL

- BLOCK I "The Senior Officer as Manager"
21-26 January (5 days)
- BLOCK II "The Business of CIA"
29 January-9 February (10 days)
- BLOCK III* "The U.S. and the Changing World"
12-23 February (9 days)
- BLOCK IV "The Official Environment of CIA"
26 February-2 March (5 days)
- BLOCK V "New Methodologies"
5-9 March (5 days)
- BLOCK VI "Domestic Change of Relevance to CIA"
12-16 March (5 days)
- BLOCK VII "Management of Intelligence in a Period of Change"
19-23 March (5 days)

* 19 February (Monday) Washington's Birthday

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INTERNAL

SECRET

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Third Running of Senior Seminar

FROM:

DTR
1026, CofC Building

EXTENSION

3245

NO.

DTR-7897

DATE

11 SEP 1972

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDS
7D-26, Hqs.

2.

3. ER
7E-12, Hqs.

4.

5. Ex. Dir. Compt.
7D-59, Hqs.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

14
sept JRD

9/15/2007

9/15 9/15

WEC
6/18

1. This would be appropriate to pass out at the September meeting on Tuesday unless you wish to release the correspondence sooner.

2. In para 3 of Hughes' memo "this building" in the fourth sentence refers, of course, to the Chamber of Commerce building.

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